



DEPARTMENT OF THE NAVY  
NAVAL AIR SYSTEMS COMMAND  
NAVAL AIR SYSTEMS COMMAND HEADQUARTERS  
1421 JEFFERSON DAVIS HWY  
ARLINGTON VA 22243 -5120

IN REPLY REFER TO

NAVAIRINST 1740.1  
AIR-8.0F  
18 Mar 96

NAVAIR INSTRUCTION 1740.1

From: Commander, Naval Air Systems Command

Subj: PERSONAL COMMERCIAL SOLICITATION

Ref: (a) SECNAVINST 1740.2D  
(b) NAVAIRINST 2090.1A  
(c) 18 U.S.C. Sec. 1382 (1994)  
(d) 32 C.F.R. Sec. 43.6(g) (1995)

1. Purpose. To state command policy on personal commercial solicitation, including but not limited to insurance sales, within premises occupied by Naval Air Systems Command Headquarters.

2. Applicability and Definition. Personal commercial solicitation is defined by reference (a), enclosure (1), as "[t]he conduct of any private business, including the offering and sale of insurance on a military installation." Other examples include the offering and sale of homes by commercial real estate agents and the offering of for-profit business opportunities.

a. This instruction does not apply to Department of Defense contractors conducting official business with Naval Air Systems Command who have obtained the appropriate clearance for entry to Headquarters premises.

b. This instruction also does not prohibit activities of representatives of approved credit unions, banks, and approved nonprofit military associations (provided such associations are not underwritten by a commercial insurance company) from engaging in financial counseling and education under the Family Service Center program. See ref. (a), para. 15.

c. This instruction also does not apply to activities officially endorsed by the Department of the Navy such as the Combined Federal Campaign or Navy Relief.

d. In addition, this instruction does not apply to command authorized admissions and course enrollment activities of representatives of post-secondary educational and training institutions.

e. Finally, per reference (b), this instruction does not prohibit personal advertisements for the one-time, private sale or rental (or requests to purchase or rent) of personal property

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(e.g., car, home, boat, computer), or requests or advertisements for personal transportation services (e.g., non-commercial van pools).

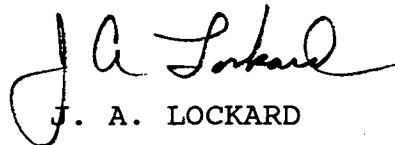
3. Policy and Action. As stated in reference (a), paragraph 5, "Department of the Navy policy is to safeguard and to promote the welfare of DON personnel as consumers by providing a uniform approach to the conduct of all personal commercial solicitation on DON installations...." Authorizing salespersons to enter Headquarters premises to engage in personal commercial solicitation would entail substantial efforts to screen, regulate, and police their conduct. Accordingly, pursuant to reference (d), the following policy guidance will be followed, effective immediately:

a. No person may enter Headquarters premises to conduct personal commercial solicitation. This prohibition includes, but is not limited to, the offering and sale of insurance. Members and employees of the command may not invite a salesperson to come onboard Headquarters premises in furtherance of activities proscribed by this instruction.

b. Appropriate notice prohibiting personal commercial solicitation shall be posted prominently at the entrances to Headquarters premises. Salespersons denied access or entry under this instruction shall, upon request, be given a copy of this instruction pursuant to paragraph 5.d. of reference (a). The notice shall state that violators may be subject to federal court prosecution under the criminal trespass provisions of reference (c).

c. Incidents of personal commercial solicitation shall be reported to AIR 7.4.3, Personal/Physical Security (604-2590, extension 6326).

4. Review. The Staff Judge Advocate, the Counsel, and the Director of Security shall review the contents of this instruction annually and provide recommendations for changes and deletions to the Commander.

  
J. A. LOCKARD

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